



2013 Seasonal Positions



**USDA Forest Service, R-2 (Rocky Mountain Region)
Black Hills National Forest, SD; Northern Hills Ranger District**

The Northern Hills Ranger District may be advertising and filling several Temporary positions for the Spearfish, SD office.

Archeological Aid/Technician (GS102-4/5); contact Dan Born or Marissa Karchut 605-642-4622

Primary duties include archaeological survey, site documentation, and site monitoring. Candidates must be able to conduct fieldwork for long hours in rugged terrain in often remote areas during inclement weather and be able to carry equipment and supplies weighing up to 40 lbs. Equipment use will include topographic maps, GPS units, cameras, compass, and may be asked to drive ATV's, and 4X4 trucks with a standard transmission.

Duty location is Spearfish, SD.

OCR #'s: TEMPOCR-102-04-ARCHTECH-DT / TEMPOCR-102-05-ARCHTECH-DT

Biological Science Technician (GS-0404-5) Wildlife; contact Jackie Groce 605-642-4622

Primary duties involve assisting professional wildlife biologists and biological technicians in conducting and documenting field surveys. Wildlife surveys will be conducted for the northern goshawk as well as for other species. Habitat assessment surveys will also be conducted. Additional duties will include assisting with enclosure effectiveness monitoring and maintenance. Familiarity with GIS, GPS, Excel, and working outdoors in rough terrain is beneficial.

Duty location is Spearfish, SD.

OCR #: Unavailable

Note: the announcement/OCR numbers for the GS-5 position is not yet available. Please contact Carla Turbiville at 605-642-4622 for updated information.

Forestry Aid/Technician (GS-0462-3/4/5) Recreation; contact Bonnie Jones 605-642-4622

Contacts visitors to provide information about recreation regulations, opportunities, and current restrictions. Provides information on resource management practices in the area. Checks for compliance with regulations, issues notices for common violations, and reports other violations to supervisor. Assures recreation area and trails are maintained in accordance with standards. Constructs and rehabilitates minor recreation facilities and trails. Makes safety checks of public use areas and takes corrective action. Depending on grade, may direct or lead one or two lower grade employees engaged in recreation maintenance and/or contract work.

Duty location is Spearfish, SD.

OCR #'s: TEMPOCR-0462-03-GEN-DT / TEMPOCR-462-4-REC-DT / TEMPOCR-462-5-REC-DT

Forestry Aid/Technician (GS-0462-3/4/5) Trails; contact Bonnie Jones 605-642-4622

Employee is a crew member or leader for duties in support of programs in recreation with the ability to hike long distances in a remote setting. Duties include maintaining and constructing trails, installing waterbars, livestock guards, and/or bridges, minor facility maintenance, and using various tools and equipment. Performs trail log, condition surveys, trail clearing, and reconstruction. Patrols trails to ensure operation, use, and maintenance in accordance with standards. Uses tools such as chain saws, crosscut saws, adze, axes, and hand tools, and may operate ATV's, UTV's, 4X4 trucks and trailers.

Duty location is Spearfish, SD.

OCR #: TEMPOCR-0462-03-GEN-DT / TEMPOCR-0462-4-REC-DT / TEMPOCR-0462-5-REC-DT

Hydrologic Technician (GS-1316-4/5); contact Melissa Dempsey at 605-642-4622)

The primary duties associated with these positions include the inventory of road-stream crossings, conducting soil disturbance surveys, spring and wetland identification, and conducting mass movement surveys. The types of tools to complete these tasks include: map, GPS units, cameras, and shovels. Individuals would receive training in the different types of survey methods. Spearfish, SD is the duty station for these positions with work performed across both the Bearlodge (WY) and Northern Hills (SD) Ranger Districts.

OCR #: UNAVAILABLE

Note: the announcement/OCR numbers for the GS-4/5 positions are not yet available. Please contact Carla Turbiville at 605-642-4622 for updated information.

Office Automation Clerk (GS-0326-3); contact Carla Turbiville 605-642-4622

Duties include greeting visitors, answering telephones, and providing routine information about the forest and immediate area. The incumbent will also serve as a collection officer for the District. Other duties involve performing data entry and typing tasks as needed, as well as preparing and processing correspondence, reports, and records, hard-copy and electronic filing; records inventory, and mailing and shipping tasks.

Duty location is Spearfish, SD.

OCR #: TEMPOCR-326-3-CLERK-DT

Forestry Aid/Technician (GS-0462-3/4/5) Timber; contact Peter Howard 605-642-4622

Takes and or records basic measurements such as compass readings, distance measurements, tree heights, tree diameters, tree growth, and determines common species. Receives training on marking trees for cutting using tools such as Spiegel Relaskop, clinometer, compass, chain, diameter tape, increment borer, electronic field data recorder, etc. Selects and marks individual trees for harvest using well defined marking guidelines, silvicultural prescriptions, and specific instruction. Estimates individual tree volume by established methods. Traverses harvest units, produces maps. Designates sale area and cutting unit boundaries on the ground. Depending on grade, may provide leadership and direction to a crew performing a variety of field measurements, collection and monitoring tasks.

Duty location is Spearfish, SD.

OCR #: TEMPOCR-0462-03-GEN-DT / TEMPOCR-0462-04-TSP-DT / TEMPOCR-0462-5-TSP-DT

BLACK HILLS NATIONAL FOREST

The Black Hills National Forest is 1.2 million acres of forested hills and mountains. It is 110 miles long and 70 miles wide, approximately 87 percent of which are in South Dakota and 13 percent in Wyoming. The Black Hills has been a special place for many to come for physical and spiritual renewal. The name "Black Hills" comes from the Lakota Sioux words, Paha Sapa - "hills are black". Some unique features in the area include Devils Tower National Monument, Mount Rushmore National Monument, Crazy Horse Mountain, Wind Cave National Park, Jewel Cave National Monument, Badlands National Park and Custer State Park.

NORTHERN HILLS RANGER DISTRICT

The Northern Hills Ranger District encompasses approximately 326,000 acres in the northern part of the Black Hills. Vegetation management (timber harvest/fuels reduction) and related silvicultural activities are the largest resource programs on the District. Average annual timber offer is about 30 million board feet. Fuels and KV programs treat about 10,000 acres per year. The district also has very active programs in lands and minerals, wildlife habitat improvement, recreation, cultural resources, and livestock grazing. Game species on the district include white-tailed and mule deer, elk, Merriam's turkey and ruffed grouse.

The District employs approximately 50-55 permanent full-time employees and an additional 50 seasonal hires. We share a number of positions with the adjacent Bearlodge Ranger District which is 30 miles away in Sundance, Wyoming.

SPEARFISH COMMUNITY

Spearfish is located 45 miles west of Rapid City, South Dakota and 10 miles east of the South Dakota/Wyoming state line. It is also located about 400 miles northeast of Denver, Colorado and 500 miles west of Minneapolis, Minnesota. Interstate 90 is adjacent to the town. Elevation is 3,680 feet above sea level. Population is about 13,000, including nearby developments.

Spearfish is a thriving, scenic community. It is immediately adjacent to the northernmost slopes of the Black Hills. Temperatures are moderate, though seasonal, with warm, dry summers and cold, snowy winters. Average rainfall is 22 inches, and average snowfall is 31 inches. Prevailing winds are from the northwest. The average annual mean temperature is 47.5 degrees, with an average January temperature of 26.6 degrees and an average July temperature of 72.6 degrees.

Spearfish offers a 4-year university (Black Hills State University) and a public library. It contains numerous churches, motels, grocery stores, and banks. There is a hospital and nursing home in town. A variety of dental and medical services are available. The town offers 2 newspapers, indoor theaters, and radio stations. Telephone, cable television and internet provider services are also available. Spearfish has a police and volunteer fire department, emergency medical technicians, city offices and many retail businesses. The nearest airport is Black Hills Airport 4 miles east of Spearfish; commercial airline service is available at Rapid City Regional Airport 55 miles east of Spearfish.

Recreation facilities include a golf course, bowling alley, soccer and baseball fields, tennis and horseshoe courts, museums, parks, a large indoor fitness and athletic center, a city campground, and several private campgrounds. Forest Service campgrounds are available within 15 miles of town. Access to over 300 miles of snowmobile trails, groomed and ungroomed cross-country ski trails, a 100-mile long hiking trail (Centennial Trail), a 110-mile long biking, hiking and horseback trail (Mickelson Trail), and 2 downhill ski areas is nearby.

For more information on the Spearfish community, contact the **Spearfish Chamber of Commerce at 605-642-2626** or view the following website at <http://www.spearfish.com/>.

HOW TO APPLY

These appointments are temporary seasonal positions. The vacancy announcements/OCR's are posted on USAJOBS at www.usajobs.gov/.

To apply for a job, there are four basic steps:

1. Create an account - Enter your profile information and create a resume. Please note that you do not need to create a "My Account" to search for jobs, but you must create an account to apply for jobs online. You will

need to request a user ID and password. Allow yourself at least two days before the application deadline to complete this process to ensure you have time to get your application submitted.

2. Search jobs - Use basic search to enter in job and location keyword information from the USAJOBS home page or the advanced search function. Review the job opportunity announcements and note of those of interest. Carefully review the "Qualification and Evaluation" section to determine whether you will qualify for the position. You must identify Rapid City, SD and/or Hill City, SD as locations specific to the above listed positions.
3. Apply for jobs - Carefully follow the instructions in the "How to Apply" section for each announcement. Submit any additional documentation to verify your qualifications such as transcripts, SF-50 Notification of Personnel Action, and/or Veterans' Form DD-214. You may store up to five uploaded or "resume builder" created resumes.
4. Manage Your Career - Log into your account to obtain application status for positions for which you have applied. Contact the agency for specific follow-up questions or those related to the particular job. The agency contact information is listed on the right hand side of the announcement.

If you are interested in working as part of the Northern Hills Ranger District and would like more information, contact Carla Turbiville at 605-642-4622.